

Salisbury West Training Opportunities

Are you looking for inexpensive training from \$8 per week*

Do you have clients who need to build self confidence and self worth to move forward with their life?

Are your clients looking for training in a fun and supportive environment?

Are your clients currently looking for employment or plan to do so in the next couple of years?

Are you finding it hard to find training that supplies a creche service?*

If the answer is yes to any of these questions, take a look at the following training opportunities:

‘Let’s Work at It’- Introduction to Community Services

This program aims to work at improving your self esteem and self confidence. ‘Let’s Work at It’ will provide you with opportunities to recognise your transferable skills & develop paths to work within Community Services Industry.

Program will include but not limited to:

Communication Skills	Conflict Resolution
Working with the Aged	Working with the Intellectually or Physically Disabled
Fire Warden Training	Applied First Aid (Senior First Aid)
Food Safety	Personal & Professional Goal Setting
Personal Budgeting	Future Volunteer & Employment Opportunities



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Connect, Learn, Live

Morella Café Program

Participants will have the opportunity to undertake a program covering a range of subjects that have relevance to a number of areas including hospitality, kitchen operations and customer service. A key component of this program will be the practical application of the skills learnt in the Morella Café, including the opportunity to gain experience using a commercial barista machine.

I Want to Work!

This program seeks to provide opportunities for participants to gain self confidence and improve self worth, develop communication skills, identify transferable skills, understand how to develop resumes and cover letters, undertake job search using a variety of methods and develop



Intro to the Office Program

This program aims to develop a basic understanding of the modern office environment. Participants will be able to learn by undertaking a range of theory and practical based activities about the tasks regularly undertaken in an office environment. They will be introduced to a range of office equipment and given the opportunity to use them.

*Total cost \$120.00 over 15 weeks.

**Crèche may not be available at all programs, please discuss your needs when enrolling.

**For more information or enrolment enquiries, please contact
Kathryn or Jo on 8250 7786
Or email skillsforsalisbury@gmail.com**



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